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Definitions of Space Categories

Office Type This is space which provides an environment suitable for an office operation. This requirement includes, but is not limited to, suitable and adequate lighting, heat and ventilation, appearance, accessibility, circulation, floor covering, and sound control. The space may consist of a large open area or may be partitioned into rooms. As a general guide the interior treatment of the space is the first consideration; that is, irrespective of its present use it can be considered as having application for office type operations if it may be adapted without major alterations. This type of space would include but is not limited to the below listed examples.

Office Type

Office (Private Rooms & Open Areas)

Classrooms & Training Rooms

Conference Rooms

Credit Unions

Laboratories (no fixed special equipment)

Library Reading Rooms

Lounges (telephone operators, etc.)

Machine Rooms

Supply Rooms (in office quality space)

File Areas

Health Units

Mail Rooms

Office Reproduction

Storage Type This is space which is suitable for storage of supplies, equipment, records and material, etc., and which does not provide an environment suitable for an office operation. Its interior treatment is such that it cannot be classified as suitable for office type operations without extensive alterations. This type of space would include but is not limited to the below listed examples.

Storage Type

Attics

Closets

Garages

Custodial Storage

Gear Rooms

Shop Storage

Trash Rooms

Vaults

Warehouses

Supply Rooms

Special Type This is space which by reason of installed fixed facilities or utilities is adapted for special use. This type of space would include but is not limited to the below listed examples.

Special Type

Auditoriums

Cafeterias

Computer Rooms

Court Rooms

Darkrooms

Detention Cells

Laboratories

Libraries (fixed stacks)

Lobbies

Mailing Vestibules

Mailing Platforms

Swing Rooms

Workrooms

Private Toilets

Private Corridors

Service Stations

Shops

Target Ranges

Telephone Frame Rooms

Telephone Switchboard Rooms

Dispensaries